

Message Text

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ORIGIN SS-15

INFO OCT-01 ARA-10 ISO-00 SSO-00 CCO-00 A-01 OC-06
CPR-01 SY-05 NSCE-00 /039 R

DRAFTED BY S/S-S: D PLANTY:RR
APPROVED BY S/S-S: L J REDDY
ARA/MEX:D.E.SIMCOX
-----102244 201455Z /72
O 201437Z APR 78
FM SECSTATE WASHDC
TO AMEMBASSY MEXICO IMMEDIATE

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E.O. 11652: N/A

TAGS: OVIP (VANCE, CYRUS R)

SUBJECT: SECRETARY'S VISIT: PREPARATION AND HANDLING OF
SCHEDULE AND SCENARIO INFORMATION

REFERENCE: STATE 97784

1. THIS MESSAGE PROVIDES ADDITIONAL GUIDANCE ON DEVELOPING
AND HANDLING SCENARIOS FOR THE SECRETARY'S VISIT AND ON
RESPONDING TO LOCAL PRESS QUERIES CONCERNING THE
SECRETARY'S SCHEDULE. WE RECOGNIZE THAT ALL DETAILS
REQUESTED MAY NOT BE AVAILABLE.

2. POST SHOULD SUBMIT FULL SCENARIO INFORMATION TO THE
DEPARTMENT FOR EACH EVENT ON THE SECRETARY'S SCHEDULE.
PROPOSED SCENARIOS SHOULD: STATE WHEN ARRIVAL/DEPARTURE
STATEMENTS, TOASTS, ETC., ARE RECOMMENDED OR EXPECTED;
SPECIFY LIKELY U.S. AND HOST GOVERNMENT PARTICIPANTS AT
EACH EVENT OR MEETING; IDENTIFY EMBASSY OFFICER WHO WILL
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BE AVAILABLE TO SERVE AS NOTETAKER UPON REQUEST BY THE
SECRETARY'S PARTY FOR EACH MEETING WITH FOREIGN OFFICIALS;
AND INCLUDE OTHER RELEVANT DETAILS, INCLUDING TIME AND
LOCATION OF EVENTS, ANTICIPATED PRESS ARRANGEMENT AND
COVERAGE FOR ALL EVENTS, AND ARRIVAL/DEPARTURE TIMES.

POST SHOULD KEEP THESE SCENARIOS UNDER REVIEW AND

CONTINUE TO SEND MESSAGES UPDATING THEM UNTIL THE SECRETARY'S ARRIVAL. IF UPDATES ARE SIGNIFICANT OR NUMEROUS, POST SHOULD REPEAT THE ENTIRE SCENARIO CONTAINING ALL THE LATEST CORRECTIONS.

3. THE S/S TEAMS ACCOMPANYING THE SECRETARY ARE RESPONSIBLE FOR MAINTAINING A CURRENT SCENARIO FOR EACH STOP, WHICH THE TEAMS CLEAR ON A CONTINUING BASIS WITH THE SECRETARY'S STAFF AND OTHER APPROPRIATE MEMBERS OF THE SECRETARY'S DELEGATION. THE TEAMS PROVIDE THIS SCENARIO TO THE SECRETARY'S PARTY PRIOR TO ARRIVAL AT POST AND PREPARE AN ABBREVIATED VERSION FOR THE TRAVELING PRESS.

4. POST SHOULD HANDLE INFORMATION RELATED TO THE SECRETARY'S SCHEDULE WITH GREAT CARE. FOR REASONS OF SECURITY AND POLITICAL SENSITIVITY, DETAILED SCENARIO INFORMATION MUST REMAIN CONFIDENTIAL THROUGHOUT THE SECRETARY'S STAY. IN PARTICULAR, THE FOLLOWING TYPES OF INFORMATION SHOULD REMAIN CONFIDENTIAL: LISTS OF PARTICIPANTS AT MEETINGS, NOTETAKING ASSIGNMENTS, GUEST LISTS. PROTOCOL RANKINGS, STEP-BY-STEP SCENARIOS, EMBASSY RECOMMENDATIONS, PERSONAL APPOINTMENTS, ETC. AMBASSADORS SHOULD MAKE SUCH INFORMATION AVAILABLE WITHIN THEIR MISSIONS ON A STRICTLY NEED-TO-KNOW BASIS.

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5. WITH THE APPROVAL OF THE HOST GOVERNMENT, POST MAY PROVIDE TO THE LOCAL PRESS UPON REQUEST A BRIEF SCHEDULE GIVING HIGHLIGHTS OF THE VISIT. SUCH A SCHEDULE SHOULD IDENTIFY EVENTS ONLY IN GENERAL TERMS, E.G. CALL UPON THE PRIME MINISTER; MEETING AT THE FOREIGN MINISTRY; LUNCHEON GIVEN BY THE FOREIGN MINISTER, ETC. WITHOUT SPECIFIC AUTHORIZATION FROM THE DEPARTMENT OR THE SECRETARY'S PARTY, POSTS SHOULD NOT CONFIRM ANY CONFERENCE OR MEETINGS WITH THE PRESS. AFTER THE SECRETARY'S ARRIVAL, THE DEPARTMENT PRESS SPOKESMAN TRAVELING WITH THE SECRETARY DETERMINES WHAT ADDITIONAL INFORMATION MAY BE PROVIDED TO THE PRESS. CHRISTOPHER

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Message Attributes

Automatic Decaptioning: X
Capture Date: 01 jan 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 20 apr 1978
Decaption Date: 01 jan 1960
Decaption Note:
Disposition Action: RELEASED
Disposition Approved on Date:
Disposition Case Number: n/a
Disposition Comment: 25 YEAR REVIEW
Disposition Date: 20 Mar 2014
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1978STATE101263
Document Source: CORE
Document Unique ID: 00
Drafter: S: D PLANTY:RR
Enclosure: n/a
Executive Order: N/A
Errors: N/A
Expiration:
Film Number: D780169-0322
Format: TEL
From: STATE
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1978/newtext/t19780434/aaaabcou.tel
Line Count: 106
Litigation Code IDs:
Litigation Codes:
Litigation History:
Locator: TEXT ON-LINE, ON MICROFILM
Message ID: 2b5879aa-c288-dd11-92da-001cc4696bcc
Office: ORIGIN SS
Original Classification: LIMITED OFFICIAL USE
Original Handling Restrictions: n/a
Original Previous Classification: n/a
Original Previous Handling Restrictions: n/a
Page Count: 2
Previous Channel Indicators: n/a
Previous Classification: LIMITED OFFICIAL USE
Previous Handling Restrictions: n/a
Reference: 78 STATE 97784
Retention: 0
Review Action: RELEASED, APPROVED
Review Content Flags:
Review Date: 05 may 2005
Review Event:
Review Exemptions: n/a
Review Media Identifier:
Review Release Date: N/A
Review Release Event: n/a
Review Transfer Date:
Review Withdrawn Fields: n/a
SAS ID: 2900797
Secure: OPEN
Status: NATIVE
Subject: SECRETARY'S VISIT: PREPARATION AND HANDLING OF SCHEDULE AND SCENARIO INFORMATION
TAGS: OVIP, (VANCE, CYRUS R)
To: MEXICO
Type: TE
vdkgvwkey: odb://SAS/SAS.dbo.SAS_Docs/2b5879aa-c288-dd11-92da-001cc4696bcc
Review Markings:
Sheryl P. Walter
Declassified/Released
US Department of State
EO Systematic Review
20 Mar 2014
Markings: Sheryl P. Walter Declassified/Released US Department of State EO Systematic Review 20 Mar 2014